

Campbell Union High School District
3235 Union Ave
San Jose, CA 95124-2096

April 20, 2017



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SAMPLE A SAMPLE
APT ABC
123 ANY ST
ANYTOWN, US 12345-6789
|||

RE: Important Security Notification
Please read this entire letter.

Dear Sample A Sample:

During Spring Break there was unauthorized access into the district’s electronic data systems. This unauthorized access **may** have involved some employee personal information, specifically employee Social Security Numbers and addresses. I am writing to provide you information on the steps we are taking to protect you and your information moving forward.

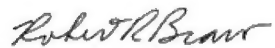
What Happened:	Sometime between 03/30/2017 and 4/6/2017 district computers were tampered with allowing unauthorized access to district file servers.
What Information Was Involved:	Employee names, Social Security numbers, and addresses may have been accessed.
What We Are Doing:	<p>This matter was immediately and thoroughly investigated by Campbell Union High School District technology staff and results of that investigation have been shared with law enforcement.</p> <p>Campbell Union High School District is committed to safeguarding your personal information and is taking immediate steps to enhance security measures. Accordingly, Campbell Union High School District is reviewing and improving its processes for handling data, and we have reiterated to our staff the importance of carefully handling confidential information to protect your privacy.</p>
What You Can Do	<p>While we have no evidence that your information has been used in any manner that would compromise your identity or credit, out of an abundance of caution, the district is providing you a complimentary one-year membership in Experian’s IdentityWorks. This product helps detect possible misuse of your personal information and provides you with identity protection services. See “OTHER IMPORTANT INFORMATION” below for enrollment instructions.</p> <p>We also request all current employees add 2-step verification to their district Gmail Accounts. Instructions can be found at the following link: https://www.google.com/landing/2step/.</p>
For More Information	If you have further questions regarding this incident, you can contact the district’s Director of Technology John Keating at 408-371-0960 EXT 2079.

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We sincerely apologize for this incident and regret any inconvenience it may cause you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Robert Bravo".

Robert Bravo
Superintendent

OTHER IMPORTANT INFORMATION

If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent. If, after discussing your situation with an agent, it is determined that identity restoration support is needed then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that this offer is available to you for one-year from the date of this letter and does not require any action on your part at this time.

The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration. You will also find self-help tips and information about identity protection at this site.

While Identity Restoration assistance is immediately available to you, we also encourage you to activate the fraud detection tools available through Experian IdentityWorksSM as a complimentary one-year membership. This product provides you with superior identity detection and resolution of identity theft. To start monitoring your personal information please follow the steps below:

- Ensure that you **enroll by**: July 31, 2017 (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: www.experianidworks.com/creditone
- Provide your **activation code**: ABCDEFGHI

If you have questions about the product, need assistance with identity restoration that arose as a result of this incident or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at 877-890-9332 by July 31, 2017. Be prepared to provide engagement number **DB01487** as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 12-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP:

A credit card is **not** required for enrollment in Experian IdentityWorks.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- ◆ **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.*
- ◆ **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- ◆ **Identity Restoration:** Identity Restoration agents are immediately available to help you address credit and non-credit related fraud.
- ◆ **Experian IdentityWorks ExtendCARE™:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- ◆ **\$1 Million Identity Theft Insurance**:** Provides coverage for certain costs and unauthorized electronic fund transfers.

What you can do to protect your information: There are additional actions you can consider taking to reduce the chances of identity theft or fraud on your account(s). Please refer to www.ExperianIDWorks.com/restoration for this information.

0123456



* Offline members will be eligible to call for additional reports quarterly after enrolling

** Identity theft insurance is underwritten by insurance company subsidiaries or affiliates of American International Group, Inc. (AIG). The description herein is a summary and intended for informational purposes only and does not include all terms, conditions and exclusions of the policies described. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions

